



CITY OF ATLANTA

Job Announcement

CODE ENFORCEMENT OFFICER, SENIOR

STARTING SALARY: \$33,657*

SALARY GRADE: 16

Applications Accepted From: January 12, 2004 until January 23, 2004

Our office will be closed on Monday, January 19, 2004 in observance of Dr. Martin Luther King, Jr. Day.

Minimum Job Requirements

Persons applying must have a high school diploma (or GED), and two (2) years of construction, inspection, planning, or zoning experience. Equivalent combinations of training and experience will be determined under prescribed guidelines.

Licenses and Certificates

Persons applying for this position must possess a valid Georgia driver's license, Special Police Officer certification, and the International Property Maintenance and Housing Inspector Certification (issued by the SBCCI, Inc), which is formerly the Housing Rehabilitation Certification. Applicants that do not possess the International Property Maintenance and Housing Inspector Certification must obtain certification to be promoted to Grade 16 within one year of being placed in the position.

Duties of the Job:

This employee investigates and makes field inspections of residential and commercial properties to ensure compliance with the City's housing codes; confers with landlords and tenants in an attempt to reach solutions to problems identified; testifies in court regarding housing related litigation; assists in preparation of evidence for legal action; responds to city officials' complaints.

To Apply For This Job

Applications will be accepted weekdays during the hours 8:30 a.m. - 4:30 p.m., Monday through Friday

Apply at: Department of Human Resources, 68 Mitchell Street S.W., Suite 2107 Atlanta, GA 30303

Phone: (404) 330-6369 www.atlantaga.gov FAX: (404) 658-6157

Affirmative Action/Equal Opportunity Employer

The City of Atlanta is an Equal Opportunity Employer and does not discriminate on the basis of Race, Sex, Age, National Origin, Religion, Sexual Orientation or Physical/Mental Disability (Except where physical requirements constitute a bona fide occupational qualification.)

APPLICANTS WHO MEET THE ABOVE REQUIREMENTS ARE PLACED ON THE ELIGIBLE REGISTER. THE HIRING AUTHORITY WILL CONTACT ONLY THOSE APPLICANTS THEY DEEM MOST APPROPRIATE FOR THE POSITION. LETTERS WILL NOT BE MAILED TO INDIVIDUAL JOB APPLICANTS.

THE EXAMINATION FOR THIS JOB WILL CONSIST OF AN EVALUATION OF TRAINING AND EXPERIENCE.

***POSTED SALARY PENDING FINAL APPROVAL OF THE 2004 BUDGET.**